

## German speaking Account Manager

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Company: Thomas Brown Recruitment

Location: Milton Keynes

Category: other-general

### HYBRID WORKING MILTON KEYNES

European Head Office European company are looking for a native German speaker to join their team. This position would suit someone from a Customer Service or Account Management background.

### Core Responsibilities

- \* Be a point of contact for the German Speaking markets
- \* Communicate personally, telephonically, and in correspondence with German independents
- \*
- \* Executes transactions promptly and accurately responds to members' requests and inquiries.
- \* Basic fulfillment and account maintenance including order-entry, account opening, returns, and commissions.
- \* Understands and educates members on company policies and procedures, as well as products

and services.

\* Provides information and support for marketing promotions.

### Qualifications and Experience

\* Fluent in German (native proficiency preferred)

\* Fluent in English

\* Excellent analytical and problem-solving skills

\* Discretion and judgment are required, able to maintain confidences

\* Excellent telephone, verbal, writing, organizational skills, and customer service abilities.

\* Proficiency in Microsoft Word and Excel required

\* Outstanding organizational skills

\* Excellent attention to detail with the ability to multi-task

\* Must have the ability to work as part of a team, as well as to work independently

\* 2 years experience in Customer Services preferred

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